DOCUMENT RESUME

ED 107 841 CE 003 943

TITLE National Apprenticeship and Training Standards for Optical Technician (Contact Lens Technician).
INSTITUTION Manpower Administration (DOL), Washington, D.C. Bureau of Apprenticeship and Training.
PUB DATE 74
NOTE 21p.

EDRS PRICE MF-$0.76 HC-$1.58 PLUS POSTAGE
DESCRIPTORS *Apprenticeships; Medical Technologists; *Standards; *Subprofessionals; *Vocational Education
IDENTIFIERS *Optical Technicians

ABSTRACT

A statement of policy of the Contact Lens Society of America regarding contact lens filters is followed by national apprenticeship and training standards for optical technicians approved and adopted by the Contact Lens Society of America in accordance with the basic standards recommended by the Bureau of Apprenticeship and Training of the Department of Labor. The standards include sections on definitions, qualifications for apprenticeship, credit for previous experience, continuity of employment, apprenticeship agreement, term of apprenticeship, probationary period, ratio, responsibilities of apprentices, supervisor of apprentices, progress evaluation of apprentices, hours of employment, related technical instruction, certificate of completion of apprenticeship, modification of policy, recommended minimum apprentice wage scale, safety, training and educational objectives, supplemental educational courses, work-experience schedules, and related instruction. A sample apprenticeship agreement between apprentice and employer and address lists for the Bureau of Apprenticeship and Training Regional Offices and State and Territorial Apprenticeship Agencies conclude the pamphlet. (NH)

****
* Documents acquired by ERIC include many informal unpublished *
* materials not available from other sources. ERIC makes every effort *
* to obtain the best copy available. nevertheless, items of marginal *
* reproducibility are often encountered and this affects the quality *
* of the microfiche and hardcopy reproductions ERIC makes available *
* via the ERIC Document Reproduction Service (EDRS). EDRS is not *
* responsible for the quality of the original document. Reproductions *
* supplied by EDRS are the best that can be made from the original. *
****

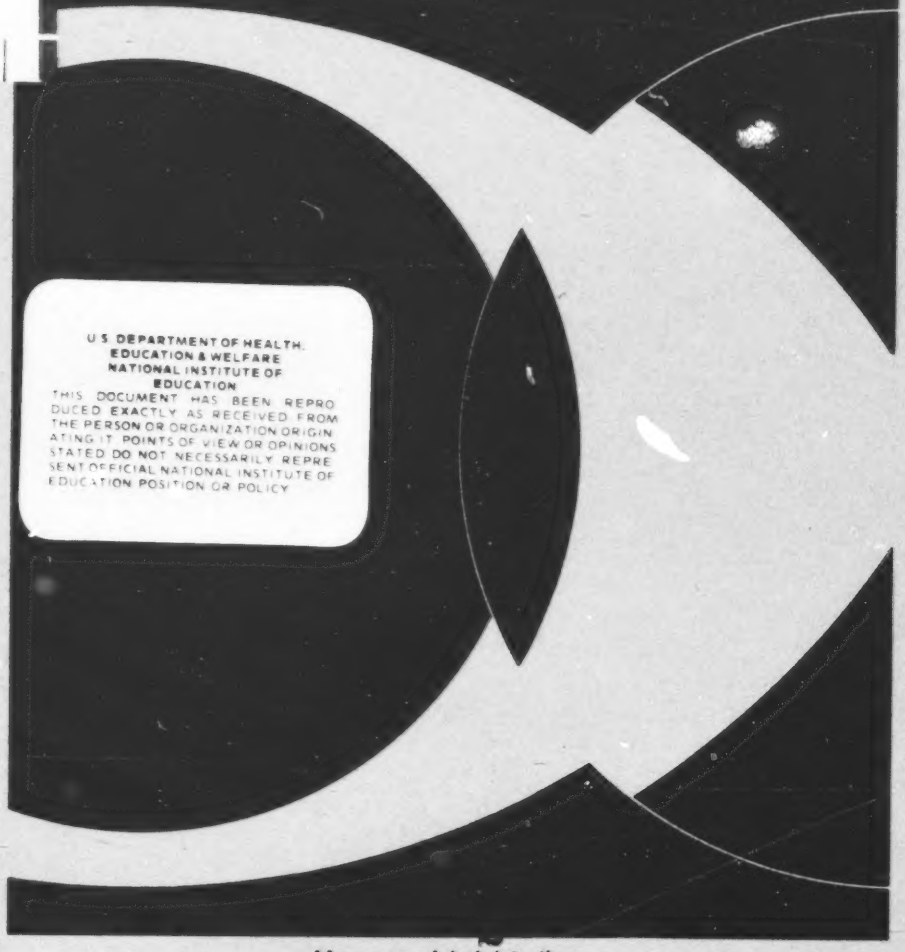
APR 02 1976 CE

ED107841

National Apprenticeship and Training Standards for Optical Technician

(Contact Lens Technician)

U. S. Department of Labor



U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
NATIONAL INSTITUTE OF EDUCATION
THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

CE003943

Manpower Administration

ED107841

National Apprenticeship and Training Standards for Optical Technician

(Contact Lens Technician)

Apprcved and adopted by the Contact Lens Society of America, Inc., in accordance with the basic standards recommended by the Bureau of Apprenticeship and Training, U.S. Department of Labor.

U. S. DEPARTMENT OF LABOR
Peter J. Brennan, Secretary

Manpower Administration
William H. Kolberg
Assistant Secretary for Manpower
Bureau of Apprenticeship and Training
1974

CONTENTS

	Page
STATEMENT OF POLICY	v
NATIONAL APPRENTICESHIP AND TRAINING STANDARDS FOR OPTICAL TECHNICIAN (Contact Lens Technician)	1
Definitions	1
Qualifications for Apprenticeship	2
Credit for Previous Experience	3
Continuity of Employment	3
Apprenticeship Agreement	3
Term of Apprenticeship	4
Probationary Period	4
Ratio	4
Responsibilities of Apprentices	5
Supervisor of Apprentices	5
Progress Evaluation of Apprentices	5
Hours of Employment	5
Related Technical Instruction	6
Certificate of Completion of Apprenticeship	6
Modification of Policy	6
Recommended Minimum Apprentice Wage Scale	7
Safety	7
Training and Educational Objectives	7
Supplemental Educational Courses	10
Work-Experience Schedules	10
Related Instruction	12
APPRENTICESHIP AGREEMENT BETWEEN APPRENTICE AND EMPLOYER	13
BUREAU OF APPRENTICESHIP AND TRAINING REGIONAL OFFICES	14
STATE AND TERRITORIAL APPRENTICESHIP AGENCIES	15

STATEMENT OF POLICY

It is a basic policy of the Contact Lens Society of America, Inc., to improve, foster, and promote the welfare of contact lens fitters; to establish proper qualifications for contact lens fitters in regard to character, education, training, and experience; and to set up a code of standards and ethics for the conduct and guidance of contact lens fitters.

Such a policy is the best guarantee of maintaining competent contact lens technicians and professional ethics for the benefit of the public and the referring doctor.

The important objective is to meet the needs of the profession for skilled and competent contact lens technicians. Supervised clinical experience and related instruction supplemented by educational institution courses constitute the hard core of training conducive to career success as a contact lens technician..

It is recognized that the time to acquire these fundamentals in the contact lens field varies with the ability and application of the individual, the type of work for which trained, and the facilities available to each member.

After the required clinical training and related instruction have been mastered according to defined levels of attainment and supplemental educational institution courses have been satisfactorily completed, suitable recognition shall be given apprentices by the appropriate agencies.

The Contact Lens Society of America's Education Committee will maintain a constant surveillance of training problems and new requirements because of the rapid technological changes characteristic of the contact lens field. It will recommend new training criteria, guidelines, and measures of attainment in the apprenticeship program as new conditions dictate to assure the effectiveness of these apprenticeship standards.

NATIONAL APPRENTICESHIP AND TRAINING STANDARDS FOR OPTICAL TECHNICIAN (Contact Lens Technician)

Definitions

1. *Apprentice*—the person who has signed an apprenticeship agreement to learn the occupation outlined in these standards and who is registered with the appropriate registration agency. 1/

2. *Apprenticeship agreement*—the written agreement between an employer and the apprentice in which the terms and conditions of apprenticeship are set forth.

3. *Society*—the Contact Lens Society of America, Inc. For the purpose of this program, the Society's address will be:

180 Market Street
Lexington, Kentucky 40507

4. *Employer*—any member of the Contact Lens Society of America, Inc., who has facilities and equipment to train apprentices in accordance with the terms and conditions recommended in these national standards.

5. *Local program*—the document under which an employer employs and trains an apprentice in the occupation covered by these national standards.

6. *National Apprenticeship and Training Committee*—the committee directly responsible to the Society for apprenticeship and training. While the Society sets the national policy, the National Committee works to maintain this policy throughout the membership. The adjustment of policy to the needs of the industry and the development of measures of attainment also rest with the Society.

7. *Supervisor of apprenticeship and training*—the individual selected by the employer to organize and administer the local apprenticeship program developed in accordance with these national standards.

8. *Registration agency*—a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, U.S. Department of Labor; or, if no such recognized agency exists in the State, it shall mean the Bureau of Apprenticeship and Training, U.S. Department of Labor.

1/ Local application of these national standards in States having recognized apprenticeship councils may require adaptation to meet the standards of apprenticeship in such States. The staffs of the Bureau of Apprenticeship and Training and the State apprenticeship agencies are available to advise on such standards.

Qualifications for Apprenticeship

1. Applicants to be considered for apprenticeship under local programs shall meet the following minimum requirements:

   a. *Age*—be at least 18 years of age.

   b. *Education*—have successfully completed high school and, in States which license the occupation, have satisfied the minimum educational requirements prescribed by State statute for the licensing of Ophthalmic Dispenser.

   c. *Examination*—satisfactorily pass an aptitude test given by the State employment service. An oral interview will be given by the employer to ascertain desire of applicant to become a Contact Lens Technician.

   d. *Health*—pass required physical examination by a physician selected by the employer.

2. All sponsors of local apprenticeship programs shall include in their programs the following equal opportunity pledge:

> The recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. The sponsor will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under title 29 of the Code of Federal Regulations, part 30, as amended.

3. As apprenticeship openings occur, the employer will notify the local schools and the public employment service office on minimum qualifications, dates for applications, and where to apply. Records of the selection process shall be kept by the company for at least 5 years. In lieu of direct notification by the employer to schools and various agencies, the employer may notify the area Bureau of Apprenticeship and Training or State apprenticeship agency servicing the local program of such openings.

4. Each sponsor of an apprenticeship program employing five or more apprentices at one time will be required to adopt a selection procedure and affirmative action plan compatible with title 29, CFR, part 30. These sponsors will make an analysis of the work force of their companies showing the relationship between the ethnic composition of their apprentices and journeymen to the

ethnic composition of the area work force. If the analysis shows underutilization of minorities, the sponsor will then establish goals and timetables designed to correct the deficiency. If no underutilization exists, no additional steps need be taken by the sponsor.

Credit for Previous Experience

1. Persons currently employed by the employer and who qualify for apprenticeship may be classified as apprentices under local programs with appropriate credit allowed on the term of apprenticeship for their previous training and experience, and such persons will be registered with the registration agency as apprentices.

2. Applicants selected for apprenticeship who have been employed elsewhere in the ophthalmic industry may be granted credit on the term of apprenticeship (commensurate with their past experience) after their records have been checked and evaluated by the employer.

3. To ascertain the extent of knowledge and previous work experience of the applicant, the employer will give a written, oral and/or practical examination which will cover work experience and subjects related to the trade.

4. An apprentice given credit on the term of apprenticeship for previous experience shall be paid upon entrance the wage rate of the period to which such credit entitles him.

Continuity of Employment

Apprentices shall be given continuous employment insofar as possible. In the event of a reduction in force, all furloughed apprentices will be given an opportunity to return to their apprenticeship before new apprentices are hired.

Apprenticeship Agreement [2/]

1. Each apprentice (and the parent or guardian, if the apprentice is a minor) and the employer shall sign an apprenticeship agreement which shall be registered with the registration agency. Copies of the apprenticeship agreement will be given to the apprentice, the employer, and to the registration agency.

2. Each apprenticeship agreement shall contain a statement making the terms and conditions of the local program a part of the

2/ Some State apprenticeship agencies require the use of their own apprenticeship agreement forms. In such instances, the agreement forms may be obtained from the staff of the State agency or the Bureau of Apprenticeship and Training.

agreement, a schedule of work processes and wage rates, and a statement that the apprentice will receive related technical instruction during the period of apprenticeship.

3. The employer shall notify the registration agency of all apprentice actions, including terminations, suspensions, and completions of apprenticeship.

Term of Apprenticeship

1. The term of apprenticeship shall be 2 years (4,000 hours) and shall include a minimum of 150 hours per year of related instruction.

2. Apprentices who work in excess of the normal workday or workweek (overtime) shall receive credit on the term of apprenticeship only for the actual number of hours or days worked.

3. An apprentice whose progress is rapid, due to unusual aptitude and industry or because of past educational experience, and who achieves the desired level of attainment for a designated period of the apprenticeship, may be advanced to the next phase sooner than the stipulated period of time. When such advancement is made, the apprentice shall be paid the rate of the period to which advanced.

Probationary Period

1. Apprentices under local programs shall be in probationary status during the first 3 months (500 hours) of apprenticeship unless a different period of probation is stipulated by State apprenticeship agency regulation or law.

2. An apprentice who does not demonstrate aptitude or interest for the occupation during the probationary period may be canceled from the program by the employer. Apprentices may also cancel the agreement during the probationary period, if they do not like apprenticeship or have personal reasons for canceling.

3. Apprentices will be subject to cancellation from the program by the employer at any time for infractions of company rules and policies, or for failure of the apprentice to meet the required standards of proficiency.

Ratio

The ratio of apprentices to journeymen employed under local programs shall be based on the employer's anticipated need for journeymen. One (1) apprentice may be employed provided a

journeyman is also employed. In addition, one (1) apprentice may be employed for each additional three (3) journeymen employed.

Responsibilities of Apprentices

1. It shall be the duty of the employer to impress upon all apprentices that they have voluntarily agreed to abide by the provisions of the local programs and, therefore, they assume the responsibilities and obligations established under the apprenticeship agreement.

2. Apprentices shall perform diligently and faithfully the work of the trade and such duties as are assigned them by the employer.

3. They shall respect the property of the customer, employer, and fellow employees and abide by the working rules and regulations of the employer.

4. They shall attend regularly and complete satisfactorily the required related technical instruction and supplemental courses as stipulated in the local program.

Supervisor of Apprentices

The employer shall designate a supervisor of apprentices to assure close supervision of the apprentice, proper instruction, and job rotation to provide the apprentice complete training.

Progress Evaluation of Apprentices

The employer or the designated supervisor of apprentices under the local program shall make an evaluation of the progress of apprentices periodically during the term of apprenticeship. The evaluation shall cover both on-the-job training and related technical instruction. If apprentices fail to show progress, they may be required to repeat a specific process; if they continue to show no progress, their apprenticeship agreements may be canceled. Adequate records shall be maintained by the supervisor of apprentices to substantiate progress.

Hours of Employment

The workday and workweek for apprentices under local programs shall be the same as for journeymen and subject to the same conditions. The apprentice shall work under the immediate direction of a contact lens technician (journeyman).

Related Technical Instruction

1. All apprentices shall be required to complete related technical instruction assignments from material furnished by the employer or a local educational institution when available. A minimum of 150 hours of such instruction each year of apprenticeship is considered necessary.

2. The time spent by apprentices in related instruction given by the employer during the regular workday shall be classed as hours of work and apprentices will receive their normal hourly compensation for this time. Such hours will be counted toward the term of apprenticeship.

3. The time spent by apprentices at local educational institutions or in home-study courses outside the regular work hours shall not be considered as hours of work nor counted toward the term of apprenticeship.

4. In cases of failure on the part of apprentices to fulfill their obligations with respect to related instruction, the level of progress, attendance, or deportment, the employer may withhold periodic wage advancements or suspend or cancel their apprenticeship agreements.

5. The employer will arrange, whenever possible, to integrate on-the-job training with related technical instruction so that apprentices receive maximum benefit from such instruction.

Certificate of Completion of Apprenticeship

When an apprentice has satisfactorily completed all of the requirements of the local program, the employer shall notify the registration agency and request that a Certificate of Completion of Apprenticeship be issued to the apprentice.

Modification of Policy

1. These national standards of apprenticeship may be modified at any time by the Contact Lens Society of America, Inc. Such modification shall be submitted to the Bureau of Apprenticeship and Training, U.S. Department of Labor for approval.

2. No modification or change in these national standards shall affect local programs currently in effect. Local programs may be subsequently modified to affect changes in national standards through modification procedures with the registration agency.

Recommended Minimum Apprentice Wage Scale

1. All apprentices under the local programs will be paid a specific progressively increasing wage. Wage scales will be determined by each employer.

2. As the local standards for each employer are submitted to the registration agency for registration, a minimum wage scale will be included for each trade classification covering the periods of the term of apprenticeship. This wage scale must be in compliance with State and Federal requirements. It is recommended that the wage increases be scheduled at 1,000-hour intervals.

3. Suggested rates of pay based on the journeyman's hourly wage rate:

1st 1,000 hours 50% per hour
2d 1,000 hours 60% per hour
3d 1,000 hours 75% per hour
4th 1,000 hours 90% per hour
Journeyman hourly rate thereafter.

Safety

Apprentices will be provided with initial indoctrination and instruction in order to enable them to perform their duties in a safe manner. Such indoctrination shall include instructions on safety regulations, reporting of accidents, and availability of first aid medical facilities.

Training and Educational Objectives

During the term of apprenticeship, the apprentice shall be given such instruction and experience as necessary to develop the skills and knowledge characterizing a qualified and competent contact lens technician.

At the end of the first year, the apprentice should be able to:

1. Use terminology germane to the field of optics.
2. Use equipment or understand procedures for manufacturing spherical corneal contact lenses on a written order--selections of appropriate plastic; calculations; generate and polish central posterior curves; and generate and polish anterior curves to a specified thickness.
3. Demonstrate an understanding of the technical operations

of manufacturing and of testing equipment utilized for all types of contact lenses including care and maintenance of the equipment.

4. Test and check all types of finished contact lenses.
5. Carry out any commonly used procedures for finishing uncut lenses including modification of patient's lenses.
6. Diagram orbital anatomy with special references to the anterior portion of the globe and the lids.
7. Explain and diagram principles of physiologic optics including developmental vision to explain the effect of lenses on visual deviation. Also understand the therapeutic value of contact lenses.
8. Demonstrate facility in the delivery of all types of contact lenses to patients and give competent instructions.

At the end of the third period, the apprentice should be able to:

1. Use terminology germane to the field of contact lenses.
2. Explain relevant terms so that another contact lens technician student can use them appropriately when discussing a patient.
3. Demonstrate acceptable ability in the use of common instruments and equipment used during the fitting procedures with accent on topographical keratotometry, slit lamp evaluation of lens fit, fitting lenses, and lens adjusting equipment.
4. List or describe principles of contact lens fitting as they relate to ophthalmic dispensing.
5. Predict and identify the effect of contact lens fitting anomalies.
6. List the potential problems of contact lenses and how they may be minimized.
7. Understand developmental abnormalities, anomalies of the eye and related structures, meaning of visual symptoms, and diseases of the eye.
8. Understand the function of normal vision and sensory physiological adaptation in the wearer citing primarily

basic approaches, points of assumption and unexplained inconsistencies.

At the completion of training, the apprentice should be able to:

1. When confronted with any ophthalmologist's contact lens patient--

   a. Carry out evaluating studies, classify and outline a corrective fitting approach which should include type of lens, patient management, custom designing and fitting of lens, followup care, records, and an ophthalmological contact lens technician relationship.

   b. List the probable results in terms of vision binocular and monocular functions, physiological functions and cosmetics, including time and approximate cost of services.

2. Carry out any commonly used fitting procedures utilizing both scleral- and corneal-type contact lenses.

3. List the potential problems of contact lenses and how they may be minimized. Further, the apprentice should be able to isolate, identify, and take appropriate steps to correct existing problems.

4. Utilize contact lens fitting equipment and techniques at a level that demonstrates an understanding of technical operations (for example, slit lamp, topographical keratometry and molding procedures).

5. Explain the potential value of a contact lens technician fitting contact lenses so that an ophthalmologist unfamiliar with a contact lens technician can choose whether or not he desires to use a technician for referral of his contact lens patients.

6. Demonstrate adequate technical knowledge of developmental abnormalities of the eye and related structures, meaning of visual symptoms, and diseases of the eye.

7. Describe the varying management techniques, philosophies, and procedures employed by contact lens centers and geographic areas in this country and abroad.

It is to be expected that the approach in learning and demonstrating the above skills will be clinically oriented especially in the second year. It is further expected that the apprentice will attend regularly offered educational programs sponsored by the Society in addition to supplemental educational courses.

Upon completion of the apprenticeship program, it is to be expected that the apprentice will also be prepared to pass a State board examination for licensure as an ophthalmic dispenser when trained in those States so licensed and also pass the written and practical "Fellow Member" examination conducted by the Society.

Supplemental Educational Courses

During the term of apprenticeship, the apprentices shall be required to attend and satisfactorily pass formal educational courses in subjects related to their occupation. When such subjects are not conveniently available, other appropriate courses shall be taken which will aid in their training.

The courses shall include:

1. *Anatomy and Physiology.* Functional anatomy and physiology of the eye and related structures.

2. *Physiologic Optics.* The mechanism of vision and the physiology and psychology of the visual process including developmental vision and visual deficiencies.

3. *Ophthalmic Anomalies.* Embryology of the eye including developmental abnormalities, anomalies of the eye and related structures, meaning of visual symptoms, and diseases of the eye.

4. *Ophthalmic Optics.* Nature and properties of light and the designing of ophthalmic lenses with emphasis on their application to visual problems and the application of ophthalmic instruments and equipment.

5. *Ophthalmic Dispensing.* Application of the optical and technical principles to the designing, verifying fitting, adapting, and adjusting of ophthalmic corrections and devices.

Work-Experience Schedules

The training of apprentices shall include the following on-the-job work experience and training but not necessarily in the sequence shown:

Hours

1. General Shop Laboratory Training 600
   a. Radiuscope measurements
   b. Lensometer measurements
   c. Shadowgraph and optical bench
   d. Measuring gages
   e. Finishing uncut corneal lenses
   f. Modifying finished corneal lenses
   g. Modifying scleral lenses
   h. Topographical keratotometry familiarization
   i. Slit lamp familiarization
   j. Inside and outside lathe
   k. Lens polishing
2. Ophthalmic Dispensing Practice--Fitting of Eyeglasses. . 600
   a. Prescription interpretation
   b. Measurement for fitting
   c. Lens-type selection
   d. Lens designing
   e. Adjusting eyeglasses
3. Patient Indoctrination on Delivery of Contact Lenses . . 600

   Includes hygienic procedures, blinking exercises, insertion, removal, and recentering techniques, wearing schedules, solutions, symptoms, and care.
4. Scleral-Type Lens. 100

   Includes making negative mold, design, modifications, and special fitting problems (keratoconic eye, cosmetic shell, etc.).
5. Fitting Corneal-Type Lens 1,000
   a. Interpreting physician's prescription.
   b. History and orientation of patient.
   c. Keeping accurate records.
   d. Determining lens design utilizing topographical keratotometry, slit lamp biomicroscopy, fluorescein and fitting lens studies as indicated.
   e. Ordering lenses and verifying lens specifications.
   f. Followup and aftercare service.
   g. Determining and making necessary adjustments as needed.

		Hours
6.	Special Fitting	600
	a. Keratoconus b. High myopia c. Hydrophilic lens d. Cosmetic iris lens e. Aphakia f. Infant fittings g. Consultations on problem cases h. Hospital operating room fittings	
7.	Artificial Eye Includes custom-made artificial eye fittings, aftercare, hygienic procedures, and service.	250
8.	Administrative Work Includes office management of purchasing, correspondence, fee schedules, appointments, etc.	250
	Total	4,000 hours

Related Instruction

The Education Committee of the Contact Lens Society of America, Inc., and the Bureau of Apprenticeship and Training, U.S. Department of Labor have developed a related instruction program consisting of 300 hours of training for a contact lens technician apprentice.

U.S. DEPARTMENT OF LABOR • MANPOWER ADMINISTRATION
Bureau of Apprenticeship and Training

APPRENTICESHIP AGREEMENT

Between Apprentice and Employer

CHECK APPROPRIATE BOX
- ☐ Vietnam Era Veteran
- ☐ Other Veteran
- ☐ Non-Veteran

SOCIAL SECURITY NUMBER

The employer and apprentice whose signatures appear below agree to these terms of apprenticeship.

The employer agrees to the nondiscriminatory selection and training of apprentices in accordance with the Equal Opportunity Standards stated in Section 30.3 of Title 29, Code of Federal Regulations, Part 30; and in accordance with the terms and conditions of the (*Name of Apprenticeship Standards*) ..... which are made a part of this agreement.

The apprentice agrees to apply himself diligently and faithfully to learning the trade in accordance with this agreement.

TRADE	TERM OF APPRENTICESHIP (*Hours or Years*)	PROBATIONARY PERIOD
CREDIT FOR PREVIOUS EXPERIENCE	**TERM REMAINING**	**DATE THE APPRENTICESHIP BEGINS**

This agreement may be terminated by mutual consent of the parties, citing cause(s), with notification to the Registration Agency.

NAME OF APPRENTICE (*Type or Print*)	**TO BE COMPLETED BY THE APPRENTICE**
SIGNATURE OF APPRENTICE	DATE OF BIRTH (*Month, Day, Year*)
ADDRESS	CHECK APPROPRIATE BOX ☐ MALE ☐ FEMALE
PARENT OR GUARDIAN	RACE/ETHNIC GROUP: (*Check one*) ☐ CAUCASIAN/WHITE ☐ INFORMATION NOT AVAILABLE ☐ NEGRO/BLACK ☐ NOT ELSEWHERE CLASSIFIED ☐ ORIENTAL ☐ SPANISH AMERICAN ☐ AMERICAN INDIAN
NAME OF EMPLOYER (*Company*)	
ADDRESS	HIGHEST EDUCATION LEVEL (*Check one*) ☐ 8th GRADE OR LESS ☐ 9th GRADE OR MORE ☐ 12th GRADE OR MORE

SIGNATURE OF AUTHORIZED OFFICIAL	
APPROVED BY (*Joint Apprenticeship Committee*)	
SIGNATURE OF CHAIRMAN OR SECRETARY	DATE
REGISTERED BY (*Name of Registration Agency*)	
SIGNATURE OF AUTHORIZED OFFICIAL	DATE

MA 6-71B
Jan. 1973

U. S. GOVERNMENT PRINTING OFFICE : 1973 O - 486-502

BUREAU OF APPRENTICESHIP AND TRAINING
REGIONAL OFFICES

Location	States Served	
Region I JFK Federal Bldg., Room 1001 Government Center Boston, Mass. 02203	Connecticut Maine Massachusetts	New Hampshire Rhode Island Vermont
Region II 1515 Broadway, Room 3731 New York, N.Y. 10036	New Jersey New York	Puerto Rico Virgin Islands
Region III P.O. Box 8796 Philadelphia, Pa. 19101	Delaware Maryland Pennsylvania	Virginia West Virginia
Region IV 1371 Peachtree Street, NE., Room 700 Atlanta, Ga. 30309	Alabama Florida Georgia Kentucky	Mississippi North Carolina South Carolina Tennessee
Region V 300 South Wacker Drive, 13th Floor Chicago, Ill. 60606	Illinois Indiana Michigan	Minnesota Ohio Wisconsin
Region VI 1512 Commerce Street, Room 704 Dallas, Tex. 75201	Arkansas Louisiana New Mexico	Oklahoma Texas
Region VII Federal Office Bldg., Room 1100 911 Walnut Street Kansas City, Mo. 64106	Iowa Kansas	Missouri Nebraska
Region VIII Federal Bldg., Room 16440 1961 Stout Street Denver, Colo. 80202	Colorado Montana North Dakota	South Dakota Utah Wyoming
Region IX 450 Golden Gate Avenue, Room 9008 P.O. Box 36017 San Francisco, Calif. 94102	Arizona California	Hawaii Nevada
Region X Arcade Plaza Bldg., Room 2055 1321 Second Avenue Seattle, Wash. 98101	Alaska Idaho	Oregon Washington

STATE AND TERRITORIAL APPRENTICESHIP AGENCIES

Apprentices Services
Dept. of Economic Security
P.O. Box 6123
Phoenix, Ariz. 85005

Division of Apprenticeship Standards
Department of Industrial Relations
455 Golden Gate Avenue
P.O. Box 603
San Francisco, Calif. 94102

Colorado Apprenticeship Council
200 East Ninth Avenue, Room 216
Denver, Colo. 80203

Apprentice Training Division
Labor Department
200 Folly Brook Boulevard
Wethersfield, Conn. 06109

Delaware State Apprenticeship and Training Council
Department of Labor and Industry
618 North Union Street
Wilmington, Del. 19805

District of Columbia
Apprenticeship Council
Room 700
1100 Vermont Avenue, NW.
Washington, D.C. 20210

Bureau of Apprenticeship
Florida Department of Commerce
1321 Executive Center Drive
Tallahassee, Fla. 32301

Apprenticeship Division
Department of Labor and Industrial Relations
825 Mililani Street
Honolulu, Hawaii 98613

Apprenticeship Training Division [1/]
Kansas Apprenticeship Council
Department of Labor
401 Topeka Boulevard
Topeka, Kans. 66603

Kentucky State Apprenticeship Council
Capitol Plaza Tower, 12th Floor
Frankfort, Ky. 40601

Division of Apprenticeship
Department of Labor
State Capitol Annex
Baton Rouge, La. 70804

Maine Apprenticeship Council
Department of Labor and Industry
State Office Building
Augusta, Maine 04330

Maryland Apprenticeship and Training Council
Department of Labor and Industry
203 East Baltimore Street
Baltimore, Md. 21202

Division of Apprentice Training
Department of Labor and Industries
State Office Building
Government Center
100 Cambridge Street
Boston, Mass. 02202

Division of Voluntary Apprenticeship
Department of Labor and Industry
Space Center Bldg., 5th Floor
444 Lafayette Road
St. Paul, Minn. 55101

Montana State Apprenticeship Council
Division of Labor Standards
1331 Helena Avenue
Helena, Mont. 59601

Nevada Apprenticeship Council
Department of Labor
Capitol Building
Carson City, Nev. 89701

New Hampshire Apprenticeship Council
Department of Labor
1 Pillsbury Street
Concord, N.H. 03301

New Mexico Apprenticeship Council
Labor and Industrial Commission
1010 National Building
505 Marquette, NW.
Albuquerque, N.Mex. 87101

Bureau of Apprentice Training
Department of Labor
The Campus, Building No. 12
Albany, N.Y. 12226

Division of Apprenticeship Training
Department of Labor
Raleigh, N.C. 27602

Ohio State Apprenticeship Council
Department of Industrial Relations
220 Parsons Avenue, Room 314
Columbus, Ohio 43215

Apprenticeship and Training Division
Oregon Bureau of Labor
Labor & Industry Building, Room 115
Salem, Oreg. 97310

Pennsylvania Apprenticeship and Training Council
Department of Labor and Industry
Labor and Industry Building, Room 1547
Harrisburg, Pa. 17120

Apprenticeship Division
Department of Labor
414 Barbosa Avenue
Hato Rey, P.R. 00917

Rhode Island Apprenticeship Council
Department of Labor
235 Promenade Street
Providence, R.I. 02908

Utah Apprenticeship Council
Industrial Commission
431 South Sixth East, Room 225
Salt Lake City, Utah 84102

Vermont Apprenticeship Council
Department of Industrial Relations
State Office Building
Montpelier, Vt. 05602

Division of Apprenticeship Training
Department of Labor and Industry
P.O. Box 1814
Ninth Street Office Building, Room 334
Richmond, Va. 23214

Director of Apprenticeship and Training
Department of Labor
Christiansted, St. Croix, V.I. 00820

Apprenticeship Division
Washington State
Department of Labor and Industries
318 East Fourth Avenue
Olympia, Wash. 98504

Division of Apprenticeship and Training
P.O. Box 2209
Madison, Wis. 53701

[1/] All agencies, with the exception of Kansas, operate under apprenticeship and/or training laws enacted by the legislature. The agency in Kansas functions under executive order of the Governor.

Certificate of Completion of Apprenticeship

United States Department of Labor

Bureau of Apprenticeship and Training

This is to certify that

has completed an apprenticeship in the trade of

under sponsorship of

in accordance with the standards recommended by the
Federal Committee on Apprenticeship

DATE COMPLETED _____

SECRETARY OF LABOR

ASSISTANT SECRETARY FOR MANPOWER

BUREAU ADMINISTRATOR

United States Department of Labor

Bureau of Apprenticeship and Training

NATIONAL APPRENTICESHIP AND TRAINING STANDARDS OF THE CONTACT LENS SOCIETY OF AMERICA, INC.
Lexington, Kentucky

Certificate of Registration

for the trade classification of OPTICAL TECHNICIAN (Contact Lens Technician)

Issued in recognition of the above apprenticeship system, registered as part of the National Apprenticeship Program, in accordance with the standards recommended by the

Federal Committee on Apprenticeship

February 23, 1972
(Rev. 3-1-74)
DATE

N-9005*
REGISTRY NO.

SECRETARY OF LABOR

ASSISTANT SECRETARY FOR MANPOWER

BUREAU ADMINISTRATOR

GPO 879-427